

**BOARD OF FIRE COMMISSIONERS**

**Maurice River Township #1**

Package Index

Meeting Date - March 28, 2016

Next Meeting Date - April 25, 2016 (Michael Bohrer will NOT attend)

Michael Bohrer will attend in the months of March, May, October, November, December and another based on need.

**CONTENT OF FINANCIAL PACKAGE**

<u>Pages</u>	<u>Description</u>	<u>Comments/Action</u>
1	Content of Financial Package	
2 to 12	Financial Reports	Review reports, approve and sign checks. <b>Please sign vouchers.</b>
13	Nightlinger, Colavita & Volpa, PA client exit conference	Sign both copies, must return to auditor in order to get 2015 audit released
14 to 26	Memorandum and attachments from Richard Braslow	To all fire districts - regarding Oath of Office and Reorganizational Resolutions-review and discuss.
27 to 30	USDA Forms RD-442-2 and 3	Please sign where marked. Joe, do you have insurance information (see yellow post-it)? This must be returned to comply with loan.

\* The checking account shows a negative balance. We will hold the Oshkosh check until the CD matures on April 5th. The loan isn't due until April 10th.

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Audit 2015 is in process.

**BOARD OF FIRE COMMISSIONERS  
MAURICE RIVER TOWNSHIP FIRE DISTRICT #1**

Checks Submitted for Approval  
Meeting Date - March 28, 2016

Next meeting of BOFC - April 25, 2016  
Michael Bohrer to attend Meeting Date - May 23, 2016

<u>Check #</u>	<u>Amount</u>	<u>Payee</u>	<u>Purpose</u>
1378**	\$ 138.00	Sir Speedy Printing	Admin - Election
1429	\$ 1,846.00	AirPower International Inc	O&M - R&M
1430	\$ 476.61	Atlantic City Electric	O&M - Utilities
1431	\$ 9.96	Comcast - SPC Video	O&M - Utilities
auto	\$ 73.81	Comast	O&M - Utilities
1432	\$ 42.00	Continental Fire & Safety Inc	O&M - R&M
1433	\$ 1,150.62	Fire & Safety Services Ltd	O&M - R&M
1434	\$ 48,541.48	Oshkosh Capital	Principal/Interest
1435	\$ 565.87	South Jersey Gas Co	O&M - Utilities
1436	\$ 291.00	South Jersey Water Cond	O&M - R&M
1437	\$ 443.00	Treasurer, State of NJ	O&M - R&M
1438	\$ 75.29	Verizon	O&M - Utilities

1445-1446\* given to Joe Stering on March 16, 2016

\*\* Checks 1378 was given to Joe Sterling on 9/10/15 used 2/29/16 for election.

Encumbrances:

<u>Vendor Name:</u>	<u>Item Description:</u>	<u>Amount Due:</u>
Michael J Bohrer PC	Nov 2015 Accounting Services	\$ 325.00
Michael J Bohrer PC	Dec 2015 Accounting Services	\$ 325.00
Michael J Bohrer PC	Jan 2016 Accounting Services	\$ 325.00
Michael J Bohrer PC	Feb 2016 Accounting Services	\$ 325.00
Michael J Bohrer PC	Mar 2016 Accounting Services	\$ 325.00
		<u>\$ 1,625.00</u>

**BOARD OF FIRE COMMISSIONERS  
MAURICE RIVER TOWNSHIP FIRE DISTRICT #1**

FEMA GRANT

Meeting Date - March 28, 2016

FEMA Grant	\$ 75,644.00			
				Budget Item
Received from FEMA	\$ 61,694.00	1/14/2015		
Continental Fire Bill	\$ (61,693.75)	1/1/2015	Turnout Gear	Turnout Gear
Nat Alexander Bill	\$ (6,722.50)	3/13/2015	Facepieces	Masks
Nat Alexander Bill	\$ (500.00)	3/13/2015	Lg Mask Bags	Masks
Continental Fire Bill	\$ (483.75)	3/19/2015	Safety Vests	Vests
Requested from FEMA	\$ 3,672.00	3/23/2015		
Boards 5% share	\$ 3,981.00	3/30/2015		
Received from FEMA	\$ 10,000.00	9/4/2015		
All Hands Fire Equip	\$ (533.43)	9/10/2015	Accountability Tags	Equipment
Chief Supply Corp	\$ (985.00)	9/10/2015	Accountability	Equipment
Continental Fire Bill	\$ (4,086.00)	9/29/2015	helmet light, glove	Equipment
Wireless Comm Bill	\$ (4,338.85)	9/29/2015	10 motorola minitor	Equipment
Chief Supply Corp	\$ (34.49)	12/1/2015	Accountability 37996	Equipment
	<u>\$ (30.77)</u>			

Variances	\$ 35.00	Shipping of Vests
	\$ (0.25)	Turnout Gear
	<u>\$ 3.98</u>	unknown

Maurice River Township, Fire District #1  
**Balance Sheet**  
 As of March 28, 2016

Mar 28, 16

		<u>Mar 28, 16</u>
<b>ASSETS</b>		
<b>Current Assets</b>		
Checking/Savings		
CD - 1st Bank of Sea Isle		9,003.81
CD - 1st Bank of Sea Isle City		50,000.00
Checking, 1st Bank of Sea Isle		-1,309.55
<b>Total Checking/Savings</b>		<u>57,694.26</u>
<b>Total Current Assets</b>		57,694.26
<b>Fixed Assets</b>		
Building Improvements (Net)		855,070.00
Vehicles & Equipment (Net)		19,328.00
<b>Total Fixed Assets</b>		<u>874,398.00</u>
<b>TOTAL ASSETS</b>		<u><u>932,092.26</u></u>
<b>LIABILITIES &amp; EQUITY</b>		
<b>Liabilities</b>		
<b>Current Liabilities</b>		
Other Current Liabilities		
Accrued Interest on LT Debt		4,456.88
Bond & Loan Debt due w/in 1 Yr		53,949.00
Encumbrance Payable		1,625.00
<b>Total Other Current Liabilities</b>		<u>60,030.88</u>
<b>Total Current Liabilities</b>		60,030.88
<b>Long Term Liabilities</b>		
Due to USDA		436,709.11
<b>Total Long Term Liabilities</b>		<u>436,709.11</u>
<b>Total Liabilities</b>		496,739.99
<b>Equity</b>		
Invested in Capital Assets, net		383,740.89
Restricted for		
Future Capital Outlays		29,226.00
<b>Total Restricted for</b>		<u>29,226.00</u>
Retained Earnings		43,351.14
Unrestricted		
Undesignated		44,032.72
<b>Total Unrestricted</b>		<u>44,032.72</u>
Net Income		-64,998.48
<b>Total Equity</b>		<u>435,352.27</u>
<b>TOTAL LIABILITIES &amp; EQUITY</b>		<u><u>932,092.26</u></u>

This report has not yet been adjusted for the 2015 Audit figures. We are still awaiting the completion of the report from the Auditor. Michael J Bohrer only posts to checking accounts and long term liability accounts. All other accounts and figures are from the Auditor.

BOARD OF FIRE COMMISSIONERS  
MAURICE RIVER TOWNSHIP FIRE DISTRICT #1  
Bank Reconciliation - 1st Bank of Sea Isle City  
March 28, 2016

Balance per Bank @ 2/29/2016 \$ 54,864.38

Add: Deposits in Transit:

Less: Outstanding Checks:

1378	\$	138.00
1423	\$	366.51
1424	\$	9.96
1425	\$	1,410.00
1426	\$	555.58
1427	\$	28.74
1428	\$	75.69
auto 2/29	\$	73.81
1429	\$	1,846.00
1430	\$	476.61
1431	\$	9.96
auto 3/28	\$	73.81
1432	\$	42.00
1433	\$	1,150.62
1434	\$	48,541.48
1435	\$	565.87
1436	\$	291.00
1437	\$	443.00
1438	\$	75.29

\$ 56,173.93

Adjusted Bank Balance & Book Balance:

\$ (1,309.55)

ok



4301 Landis Ave.  
 Sea Isle City, NJ 08243  
 (609) 263-4102

01 (

>01046 6187795 001 092047 10Z  
 BOARD OF FIRE COMMISSIONERS  
 MAURICE RIVER TWP FIRE DISTRICT #1  
 PO BOX 855  
 MARMORA NJ 08223-0855

SUMMARY OF YOUR ACTIVITY  
 STATEMENT DATE FEB 29 16  
 STATEMENT NUMBER 2552003028  
 BEGINNING BALANCE 52397.29  
 DEPOSIT AMOUNT + 3744.22  
 WITHDRAWAL AMOUNT - 1277.13  
 SERVICE CHARGE - .00  
 ENDING BALANCE = 54864.38

DEBITS 7

BY FEDERAL LAW AS OF 1-1-2013 FUNDS  
 IN NON-INTEREST BEARING TRANSACTION  
 ACCOUNTS WILL NO LONGER RECEIVE  
 UNLIMITED FDIC DEPOSIT INSURANCE

TAXEXMT/NONPROF	2552003028	WITHDRAWALS	DEPOSITS	BALANCE SUMMARY
ACTIVITY BEGINNING	JAN 30 16			\$ 52397.29
FEB 01 CHECK NUMBER 1417		79.45		\$ 52317.84
FEB 01 CHECK NUMBER 1419		73.87		\$ 52243.97
FEB 03 COMCAST COMCAST 020116 PPD		73.81		\$ 52170.16
FEB 03 DEPOSIT SEAVILLE			3744.22	\$ 55914.38
FEB 04 CHECK NUMBER 1415		60.00		\$ 55854.38
FEB 04 CHECK NUMBER 1418		630.00		\$ 55224.38
FEB 22 CHECK NUMBER 1422		120.00		\$ 55104.38
FEB 23 CHECK NUMBER 1421		120.00		\$ 54984.38
FEB 23 CHECK NUMBER 1420		120.00		\$ 54864.38

CHECKS PAID ON YOUR ACCOUNT

CHECK	DATE	AMOUNT	CHECK	DATE	AMOUNT	CHECK	DATE	AMOUNT
1415	02/04	60.00	1418	02/04	630.00	1421	02/23	120.00
**			1419	02/01	73.87	1422	02/22	120.00
1417	02/01	79.45	1420	02/23	120.00			

\*\* = Gap in Sequence

01046 6187795 001078 002154 00001/00002

6

FIRE COMMISSIONERS DISTRICT NO. 1  
MAURICE RIVER TOWNSHIP  
P.O. BOX 60, MAIN STREET  
LEESBURG, NJ 08327

1ST BANK OF SEA ISLE CITY  
4301 Landis Ave.  
Sea Isle City, NJ 08243  
66-71242312

1415

1/25/2016

PAY TO THE ORDER OF Michael J. Bohrer PC \$ 60.00

Sixty and 00/100

Michael J. Bohrer, PC  
PO Box 855  
Mansfield, NJ 08223

1/25/2016

001415 231271242 2 55 2003028

#1415

\$60.00

FIRE COMMISSIONERS DISTRICT NO. 1  
MAURICE RIVER TOWNSHIP  
P.O. BOX 60, MAIN STREET  
LEESBURG, NJ 08327

1ST BANK OF SEA ISLE CITY  
4301 Landis Ave.  
Sea Isle City, NJ 08243  
66-71242312

1417

1/26/2016

PAY TO THE ORDER OF South Jersey Water Cond. Service Inc \$ 79.45

Seventy-Nine and 45/100

South Jersey Water Cond. Service Inc  
760 Shiloh Pkz  
Bridgeton, NJ 08302

1/26/2016

MEMO Acct 0721320, Inv SD-005607; salt & 50 lb bags plu

001417 231271242 2 55 2003028

#1417

\$79.45

FIRE COMMISSIONERS DISTRICT NO. 1  
MAURICE RIVER TOWNSHIP  
P.O. BOX 60, MAIN STREET  
LEESBURG, NJ 08327

1ST BANK OF SEA ISLE CITY  
4301 Landis Ave.  
Sea Isle City, NJ 08243  
66-71242312

1418

1/25/2016

PAY TO THE ORDER OF Total Access \$ 630.00

Six Hundred Thirty and 00/100

Total Access  
124 Turner Lane  
West Chester, PA 19380

1/25/2016

MEMO CSM/RM - Inv 45427 Annual Inspection Elevators/

001418 231271242 2 55 2003028

#1418

\$630.00

FIRE COMMISSIONERS DISTRICT NO. 1  
MAURICE RIVER TOWNSHIP  
P.O. BOX 60, MAIN STREET  
LEESBURG, NJ 08327

1ST BANK OF SEA ISLE CITY  
4301 Landis Ave.  
Sea Isle City, NJ 08243  
66-71242312

1419

1/25/2016

PAY TO THE ORDER OF Verizon \$ 73.87

Seventy-Three and 87/100

Verizon  
PO Box 4833  
Trenton, NJ 08620-4833

1/25/2016

MEMO 856 786-2266 455 717

001419 231271242 2 55 2003028

#1419

\$73.87

FIRE COMMISSIONERS DISTRICT NO. 1  
MAURICE RIVER TOWNSHIP  
P.O. BOX 60, MAIN STREET  
LEESBURG, NJ 08327

1ST BANK OF SEA ISLE CITY  
4301 Landis Ave.  
Sea Isle City, NJ 08243  
66-71242312

1420

2/19/16

PAY TO THE ORDER OF Sharon Cox \$ 120.00

One hundred Twenty

1/25/2016

MEMO

001420 231271242 2 55 2003028

#1420

\$120.00

FIRE COMMISSIONERS DISTRICT NO. 1  
MAURICE RIVER TOWNSHIP  
P.O. BOX 60, MAIN STREET  
LEESBURG, NJ 08327

1ST BANK OF SEA ISLE CITY  
4301 Landis Ave.  
Sea Isle City, NJ 08243  
66-71242312

1421

2/19/16

PAY TO THE ORDER OF Temperance Stanley \$ 120.00

One hundred Twenty

1/25/2016

MEMO

001421 231271242 2 55 2003028

#1421

\$120.00

FIRE COMMISSIONERS DISTRICT NO. 1  
MAURICE RIVER TOWNSHIP  
P.O. BOX 60, MAIN STREET  
LEESBURG, NJ 08327

1ST BANK OF SEA ISLE CITY  
4301 Landis Ave.  
Sea Isle City, NJ 08243  
66-71242312

1422

2/19/16

PAY TO THE ORDER OF Veronica English \$ 120.00

One Hundred Twenty

1/25/2016

MEMO

001422 231271242 2 55 2003028

#1422

\$120.00

**BOARD OF FIRE COMMISSIONERS**  
**MAURICE RIVER TOWNSHIP FIRE DISTRICT #1**

**CERTIFICATES OF DEPOSIT**

<u>Name of Bank &amp; Account #</u>	<u>Term &amp; Rate</u>	<u>Face Value</u>	<u>Issue/ Reissue Date</u>	<u>Maturity Date</u>
<b>Reserve for Future Capital Funds:</b>				
1 <sup>st</sup> Bank of Sea Isle City #2419316752	3 months .17%	\$9,000.00 <u>3.81</u> interest on rollover \$9,003.81	1/19/16	4/19/16

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**Regular Funds:**

1 <sup>st</sup> Bank of Sea Isle City #2419316760	3 months .17%	\$50,000.00	12/29/15	4/5/16
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3:36 PM

03/22/16

Cash Basis

# Maurice River Township, Fire District #1

## Profit & Loss

January 1 through March 28, 2016

	Jan 1 - Mar 28, 16
Ordinary Income/Expense	
Income	
Interest/Dividend Income	3.81
Total Income	3.81
Expense	
Administrative	
Election	526.74
Professional Services	1,035.00
Total Administrative	1,561.74
Bond Payment	46,281.42
Interest	
Interest - Bond	2,260.06
Total Interest	2,260.06
Operating & Maintenance	
Clothing Allowance	3,000.00
Equipment	1,924.40
Repairs & Maintenance	6,956.16
Utilities including Telephone	3,018.51
Total Operating & Maintenance	14,899.07
Total Expense	65,002.29
Net Ordinary Income	-64,998.48
Net Income	-64,998.48

**Maurice River Township, Fire District #1**  
**Profit & Loss Budget vs. Actual**  
**January through December 2016**

	Jan - Dec 16	Budget	\$ Over Budget	% of Budget
<b>Ordinary Income/Expense</b>				
<b>Income</b>				
Income from Taxation	0.00	158,372.00	-158,372.00	0.0%
Interest/Dividend Income	3.81	50.00	-46.19	7.6%
Supplemental Fire Services Prog	0.00	515.00	-515.00	0.0%
<b>Total Income</b>	<b>3.81</b>	<b>158,937.00</b>	<b>-158,933.19</b>	<b>0.0%</b>
<b>Expense</b>				
<b>Administrative</b>				
Advertising	0.00	200.00	-200.00	0.0%
Election	526.74	500.00	26.74	105.3%
Professional Services	3,310.00	12,500.00	-9,190.00	26.5%
<b>Total Administrative</b>	<b>3,836.74</b>	<b>13,200.00</b>	<b>-9,363.26</b>	<b>29.1%</b>
<b>Bond Payment</b>	<b>46,281.42</b>	<b>56,448.00</b>	<b>-10,166.58</b>	<b>82.0%</b>
<b>Interest</b>				
Interest - Bond	2,260.06	17,800.00	-15,539.94	12.7%
<b>Total Interest</b>	<b>2,260.06</b>	<b>17,800.00</b>	<b>-15,539.94</b>	<b>12.7%</b>
<b>Operating &amp; Maintenance</b>				
Clothing Allowance	3,000.00	3,000.00	0.00	100.0%
Equipment	1,924.40	16,884.00	-14,959.60	11.4%
Repairs & Maintenance	6,956.16	25,000.00	-18,043.84	27.8%
Supplies	0.00	305.00	-305.00	0.0%
Training	0.00	2,800.00	-2,800.00	0.0%
Utilities including Telephone	3,018.51	12,000.00	-8,981.49	25.2%
<b>Total Operating &amp; Maintenance</b>	<b>14,899.07</b>	<b>59,989.00</b>	<b>-45,089.93</b>	<b>24.8%</b>
<b>Reserve for Future Capital</b>	<b>0.00</b>	<b>11,500.00</b>	<b>-11,500.00</b>	<b>0.0%</b>
<b>Total Expense</b>	<b>67,277.29</b>	<b>158,937.00</b>	<b>-91,659.71</b>	<b>42.3%</b>
<b>Net Ordinary Income</b>	<b>-67,273.48</b>	<b>0.00</b>	<b>-67,273.48</b>	<b>100.0%</b>
<b>Net Income</b>	<b>-67,273.48</b>	<b>0.00</b>	<b>-67,273.48</b>	<b>100.0%</b>

Maurice River Township, Fire District #1  
Transaction Detail by Account

March 1 - 28, 2016

Type	Date	Num	Name	Memo	Debit	Credit	Balance
<b>Checking, 1st Bank of Sea Isle</b>							
Check	03/01/2016	1378	Sir Speedy Printing	ballots, invs 75714, 75793		138.00	-138.00
Check	03/28/2016	1429	Comcast Cable	auto pay - 3/14-4/13/16		73.81	-211.81
Bill Pmt -Check	03/28/2016	1430	AirPower International Inc.	R&M - Inv 32666 2 of 5 yr service contract		1,846.00	-2,057.81
Bill Pmt -Check	03/28/2016	1431	Atlantic City Electric	5500 2423 287		476.61	-2,534.42
Bill Pmt -Check	03/28/2016	1432	Comcast - SPC Video Act	8499050630024830; 3/4-4/3/16		9.96	-2,544.38
Bill Pmt -Check	03/28/2016	1433	Continental Fire & Safety Inc	E5406 past due		42.00	-2,586.38
Bill Pmt -Check	03/28/2016	1434	Fire & Safety Services, Ltd.	O&M/R&M - Invs116-0306 service unit 2601		1,150.62	-3,737.00
Bill Pmt -Check	03/28/2016	1435	Oshkosh Capital	70584000		48,541.48	-52,278.48
Bill Pmt -Check	03/28/2016	1436	South Jersey Gas Co	7460630000		565.87	-52,844.35
Bill Pmt -Check	03/28/2016	1437	South Jersey Water Cond. Ser...	Acct 0721320, Inv S-AS17301; annual service 7 50 lbs bags of salt		291.00	-53,135.35
Bill Pmt -Check	03/28/2016	1438	Treasurer, State of NJ	Reg #0609-00109-001		443.00	-53,578.35
Bill Pmt -Check	03/28/2016	1438	Verizon	856 785-2266 455 71Y		75.29	-53,653.64
<b>Total Checking, 1st Bank of Sea Isle</b>							
					0.00	53,653.64	-53,653.64
<b>Accounts Payable</b>							
Bill Pmt -Check	03/28/2016	1429	AirPower International Inc.	R&M - Inv 32666 2 of 5 yr service contract	1,846.00		-1,846.00
Bill Pmt -Check	03/28/2016	1430	AirPower International Inc.	R&M - Inv 32666 2 of 5 yr service contract			0.00
Bill Pmt -Check	03/28/2016	1430	Atlantic City Electric	5500 2423 287	476.61		-476.61
Bill Pmt -Check	03/28/2016	1431	Comcast - SPC Video Act	8499050630024830; 3/4-4/3/16	9.96		0.00
Bill Pmt -Check	03/28/2016	1431	Comcast - SPC Video Act	8499050630024830; 3/4-4/3/16		9.96	9.96
Bill Pmt -Check	03/28/2016	1432	Continental Fire & Safety Inc	E5406 past due	42.00		0.00
Bill Pmt -Check	03/28/2016	1433	Continental Fire & Safety Inc	E5406 past due		42.00	42.00
Bill Pmt -Check	03/28/2016	1433	Fire & Safety Services, Ltd.	O&M/R&M - Invs116-0306 service unit 2601	1,150.62		-1,150.62
Bill Pmt -Check	03/28/2016	1433	Fire & Safety Services, Ltd.	O&M/R&M - Invs116-0306 service unit 2601			0.00
Bill Pmt -Check	03/28/2016	1434	Oshkosh Capital	70584000	48,541.48		-48,541.48
Bill Pmt -Check	03/28/2016	1434	Oshkosh Capital	70584000			0.00
Bill Pmt -Check	03/28/2016	1435	South Jersey Gas Co	7460630000	565.87		565.87
Bill Pmt -Check	03/28/2016	1435	South Jersey Gas Co	7460630000		565.87	0.00
Bill Pmt -Check	03/28/2016	1436	South Jersey Water Cond. Ser...	Acct 0721320, Inv S-AS17301; annual service 7 50 lbs bags of salt	291.00		291.00
Bill Pmt -Check	03/28/2016	1436	South Jersey Water Cond. Ser...	Acct 0721320, Inv S-AS17301; annual service 7 50 lbs bags of salt		291.00	0.00
Bill Pmt -Check	03/28/2016	1437	Treasurer, State of NJ	Reg #0609-00109-001	443.00		443.00
Bill Pmt -Check	03/28/2016	1437	Treasurer, State of NJ	Reg #0609-00109-001		443.00	0.00
Bill Pmt -Check	03/28/2016	1438	Verizon	856 785-2266 455 71Y	75.29		75.29
Bill Pmt -Check	03/28/2016	1438	Verizon	856 785-2266 455 71Y		75.29	0.00
<b>Total Accounts Payable</b>							
					53,441.83	53,441.83	0.00
<b>Encumbrance Payable</b>							
General Journal	03/28/2016	16-mar	Michael J. Bohrer, PC	Mar 2016 services - due 4/30/16		325.00	-325.00
<b>Total Encumbrance Payable</b>							
					0.00	325.00	-325.00
<b>Due on Equipment Loan</b>							
General Journal	03/28/2016	2016-1		to record principal paid on loan 2016-paid in full	46,282.42	0.00	46,282.42
<b>Total Due on Equipment Loan</b>							
					46,282.42		46,282.42
<b>Invested In Capital Assets, net</b>							
General Journal	03/28/2016	2016-1		to record principal paid on loan 2016-paid in full	0.00	46,282.42	-46,282.42
<b>Total Invested In Capital Assets, net</b>							
					0.00	46,282.42	-46,282.42

Maurice River Township, Fire District #1  
Transaction Detail by Account

March 1 - 28, 2016

Cash Basis

Type	Date	Num	Name	Memo	Debit	Credit	Balance
Administrative							
Election	03/01/2016	1378	Sir Speedy Printing	ballots, invs 75714, 75793	138.00		138.00
Check						0.00	138.00
Total Election					138.00		
Professional Services							
General Journal	03/28/2016	17-feb	Michael J. Bohrer, PC	Nov 2015 services - due 4/30/15	325.00		325.00
Total Professional Services					325.00	0.00	325.00
Total Administrative					463.00	0.00	463.00
Bond Payment							
Bill	03/28/2016	final	Oshkosh Capital	amt per budget	46,281.42		46,281.42
Total Bond Payment					46,281.42	0.00	46,281.42
Interest							
Interest - Bond							
Bill	03/28/2016	final	Oshkosh Capital	amt per budget	2,260.06		2,260.06
Total Interest - Bond					2,260.06	0.00	2,260.06
Total Interest					2,260.06	0.00	2,260.06
Operating & Maintenance							
Equipment							
Bill	03/28/2016	E5406	Continental Fire & Safety Inc	E5406 past due	42.00		42.00
Total Equipment					42.00	0.00	42.00
Repairs & Maintenance							
Bill	03/28/2016	32666	Al/Power International Inc.	R&M - Inv 32666 2 of 5 yr service contract	1,846.00		1,846.00
Bill	03/28/2016	SH6-D...	Fire & Safety Services, Ltd.	O&M/R&M - InvSH16-0306 service unit 2601	1,150.62		2,996.62
Bill	03/28/2016		Treasurer, State of NJ	Reg #0609-00109-001 - elevator inspection	443.00		3,439.62
Bill	03/28/2016	S-AS1...	South Jersey Water Cond. Ser...	Acct 0721320, Inv S-AS17301; annual service 7 50 lbs bags of salt	291.00		3,730.62
Total Repairs & Maintenance					3,730.62	0.00	3,730.62
Utilities including Telephone							
Bill	03/28/2016		Atlantic City Electric	55002423287, Utilities, 2/7-3/9/16	476.61		476.61
Bill	03/28/2016		Comcast - SPC Video Act	8499050630024830: 3/4-4/3/16	9.96		486.57
Check	03/28/2016	auto	Comcast Cable	auto pay - 3/14-4/13/16	73.81		560.38
Bill	03/28/2016		South Jersey Gas Co	7460630000: 2/6-3/9/16	565.87		1,126.25
Bill	03/28/2016		Verizon	856 785-2266 455 71Y	75.29		1,201.54
Total Utilities including Telephone					1,201.54	0.00	1,201.54
Total Operating & Maintenance					4,974.16	0.00	4,974.16
TOTAL					153,702.89	153,702.89	0.00

12

**NIGHTLINGER, COLAVITA & VOLPA, P.A.**  
**CLIENT EXIT CONFERENCE**

Client Name Maurice River FD #1

**Instructions**

1. "Replies" should be numbered to correspond to the applicable - "Item Discussed".
2. Each "Item Discussed" should be clearly marked with the field auditors recommendation for disclosure as follows:  
C - In Audit "Comment Only"  
CR - In Audit "Comments & Recommendations"  
IC - In Audit "Internal Control" Section  
ML - Management Letter  
V - Responsible Official informed verbally  
F - Findings and Questioned Costs

Audit Year/ 2015  
Job Code

Responsible Official:  
Name Joseph Sterling  
Title or Office Chairman  
Phone #

Fund or A/C General

**DISC. CODE            ITEMS DISCUSSED:**

CR	1	There were three over-expended budget line items: Professional Services in the amount of \$231, Equipment in the amount of \$478 and Maintenance & Repairs in the amount of \$6,074.
CR	2	The District made unanticipated payments to a vendor, in excess of the quote threshold of \$2,625, without approving an emergency resolution at the subsequent Fire Commissioners meeting.

**REPLY OF OFFICIAL AND PLANNED CORRECTIVE ACTION:**

1	Ok
2	Ok

OFFICIAL \_\_\_\_\_

FIELD AUDITOR ZS

DATE 3 /9/16

# MEMORANDUM

**To:** All Fire Districts  
**From:** Richard M. Braslow  
**Date:** February 25, 2016  
**Subject:** Oath of Office & Reorganizational Resolutions

All Commissioners who were elected to the Board must execute an Oath of Office form. The form is enclosed and may be appropriately completed and executed.

Enclosed are various resolutions which need be addressed at the Board's reorganization meeting. I have enclosed 2 forms of resolution relative to the attorney, accountant and/or auditor. Resolution to be adopted depends on the projected compensation to be received by the professional. If the annual compensation exceeds \$17,500.00 the resolution entitled, "Awarding of a Non Fair and Open Contract" would be utilized. If the compensation is under \$17,500.00 the resolution "Authorizing Appointment" would be utilized.

If you have any questions please contact me.

**Richard M. Braslow, Esq.**

516 Fielders Lane

Toms River, NJ 08755

(732) 341-7537 fax (732) 341-4425

braslowesq6@aol.com

# Oath of Allegiance

I, \_\_\_\_\_ do solemnly swear (or affirm) that I will support the Constitution of the United States and the Constitution of the State of New Jersey, and that I will bear true faith and allegiance to the same and to the governments established in the United States and in this state, under the authority of the people.

I do further solemnly swear (or affirm) that I will impartially and justly perform all the duties of the office of \_\_\_\_\_ according to the best of my ability.

\_\_\_\_\_  
Address \_\_\_\_\_  
\_\_\_\_\_

Sworn and subscribed before me this  
\_\_\_ day of \_\_\_\_\_, 2016  
\_\_\_\_\_  
\_\_\_\_\_

**THE COMMISSIONERS OF FIRE DISTRICT NO. \_\_\_\_\_  
IN THE TOWNSHIP OF \_\_\_\_\_ COUNTY OF \_\_\_\_\_**

**Resolution #**

**Resolution Authorizing the Award of a Non Fair and Open Contract  
For Accounting Services**

**WHEREAS**, the Fire District has a need to acquire accounting services as a non-fair and open contract pursuant to the provisions of N.J.S.A. 19:44A-20.5; and

**WHEREAS**, the Fire District has determined and certified in writing that the value of the acquisition will exceed \$17,500; and

**WHEREAS**, the anticipated term of this contract is for the year 2016-2017; and

**WHEREAS**, \_\_\_\_\_ has submitted a proposal indicating it will provide accounting services pursuant to the proposal; and

**WHEREAS**, \_\_\_\_\_ has completed and submitted a Business Entity Disclosure Certification which certifies that \_\_\_\_\_ has not made any reportable contributions to a political or candidate committee in the previous one year, and that the contract will prohibit \_\_\_\_\_ from making any reportable contributions through the term of the contract; and

**WHEREAS**, the Fire District has determined that funds are available concerning the projected expenditures.

**NOW THEREFORE, BE IT RESOLVED**, that the Commissioners of Fire District No. \_\_\_\_\_ in the Township of \_\_\_\_\_, County of \_\_\_\_\_, authorized the Fire District to enter into a contract with \_\_\_\_\_ as described herein; and

**BE IT FURTHER RESOLVED** that the Business Disclosure Entity Certification and the Determination of Value be placed with this resolution.

THE COMMISSIONERS OF FIRE DISTRICT NO. \_\_  
IN THE TOWNSHIP OF \_\_\_\_\_, COUNTY OF \_\_\_\_\_

Resolution #

Authorizing Appointment of Accountant  
for the 2016-2017 Year

WHEREAS, there exists a continuing need for certain accounting services to be provided to the Commissioners of Fire District No. \_\_ in the Township of \_\_\_\_\_, County of \_\_\_\_\_, concerning various responsibilities undertaken by said Commissioners; and

WHEREAS, the Commissioners are desirous of making an appointment to this position as referenced above for the 2016-2017 year; and

WHEREAS, the Local Public Contracts Law, N.J.S.A. 40A:11-1 et seq., provides that a governing body may award a contract without public advertising for competitive bidding where the nature of said contract is in the form of a professional service; and,

WHEREAS, the subject resolution providing for the awarding of this contract relative to professional services, and the notice of award of said contract shall be made available for public inspection; and,

WHEREAS, the Local Public Contracts Law, N.J.S.A. 40A:11-5(1)(a)(i), provides that a notice of the award of said contract be published in a newspaper, said advertisement stating the nature, duration and amount of the contract.

NOW THEREFORE, be it RESOLVED by the Commissioners of Fire District No. \_\_ in the Township of \_\_\_\_\_, County of \_\_\_\_\_, as follows:

(1) \_\_\_\_\_ is hereby appointed to provide accounting services to the Commissioners. This appointment is made pursuant to the proposal as submitted and attached hereto.

(2) This resolution and the notice of award of contract shall be available for public inspection.

**THE COMMISSIONERS OF FIRE DISTRICT NO. \_\_\_\_\_  
IN THE TOWNSHIP OF \_\_\_\_\_ COUNTY OF \_\_\_\_\_**

**Resolution #**

**Resolution Authorizing the Award of a Non Fair and Open Contract  
For Legal Services**

**WHEREAS**, the Fire District has a need to acquire legal services as a non-fair and open contract pursuant to the provisions of N.J.S.A. 19:44A-20.5; and

**WHEREAS**, the Fire District has determined and certified in writing that the value of the acquisition will exceed \$17,500; and

**WHEREAS**, the anticipated term of this contract is for the year 2016-2017; and

**WHEREAS**, the Law Office of Richard M. Braslow has submitted a proposal indicating it will provide legal services pursuant to the proposal; and

**WHEREAS**, the Law Office of Richard M. Braslow has completed and submitted a Business Entity Disclosure Certification which certifies that the Law Office of Richard M. Braslow has not made any reportable contributions to a political or candidate committee in the previous one year, and that the contract will prohibit the Law Office of Richard M. Braslow from making any reportable contributions through the term of the contract; and

**WHEREAS**, the Fire District has determined that funds are available concerning the projected expenditures.

**NOW THEREFORE, BE IT RESOLVED**, that the Commissioners of Fire District No. \_\_\_\_\_ in the Township of \_\_\_\_\_, County of \_\_\_\_\_, authorized the Fire District to enter into a contract with the Law Office of Richard M. Braslow as described herein; and

**BE IT FURTHER RESOLVED** that the Business Disclosure Entity Certification and the Determination of Value be placed with this resolution.

THE COMMISSIONERS OF FIRE DISTRICT NO. \_\_\_\_  
IN THE TOWNSHIP OF \_\_\_\_\_, COUNTY OF \_\_\_\_\_

Resolution #

Authorizing Appointment of Attorney  
for the 2016-2017 Year

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WHEREAS, there exists a continuing need for legal services to be provided to the Commissioners of Fire District No. \_\_\_\_ in the Township of \_\_\_\_\_, County of \_\_\_\_\_, concerning various responsibilities undertaken by the Commissioners; and,

WHEREAS, the Commissioners are desirous of making an appointment to this position as referenced above for the year of 2016-2017; and,

WHEREAS, the Local Public Contracts Law, N.J.S.A. 40A:11-1 *et seq.*, provides that a governing body may award a contract without public advertising for competitive bidding where the nature of said contract is in the form of a professional service; and,

~~WHEREAS, the subject resolution providing for the awarding of a contract relative to professional services and the notice of the award of contract shall be available for public inspection; and,~~

WHEREAS, the Local Public Contract Law, N.J.S.A. 40A:11-5(1)(a)(i), provides that a notice of the award of said contract shall be published in a newspaper, said advertisement stating the nature, duration and amount of the contract.

NOW THEREFORE, be it RESOLVED by the Commissioners of Fire District No. \_\_\_\_ in the Township of \_\_\_\_\_, County of \_\_\_\_\_, as follows:

(1) Richard M. Braslow, Esq., is hereby appointed to provide legal services to the Commissioners relative to any and all issues presented to the Commissioners pursuant to any of its obligations or responsibilities. This appointment is made pursuant to the proposal attached hereto and made a part hereof.

(2) This resolution and the notice of award of contract shall be available for public inspection.

**THE COMMISSIONERS OF FIRE DISTRICT NO. \_\_\_\_\_  
IN THE TOWNSHIP OF \_\_\_\_\_ COUNTY OF \_\_\_\_\_**

**Resolution #**

**Resolution Authorizing the Award of a Non Fair and Open Contract  
For Auditing Services**

**WHEREAS**, the Fire District has a need to acquire auditing services as a non-fair and open contract pursuant to the provisions of N.J.S.A. 19:44A-20.5; and

**WHEREAS**, the Fire District has determined and certified in writing that the value of the acquisition will exceed \$17,500; and

**WHEREAS**, the anticipated term of this contract is for the year 2016-2017; and

**WHEREAS**, \_\_\_\_\_ has submitted a proposal indicating it will provide auditing services pursuant to the proposal; and

**WHEREAS**, \_\_\_\_\_ has completed and submitted a Business Entity Disclosure Certification which certifies that \_\_\_\_\_ has not made any reportable contributions to a political or candidate committee in the previous one year, and that the contract will prohibit \_\_\_\_\_ from making any reportable contributions through the term of the contract; and

**WHEREAS**, the Fire District has determined that funds are available concerning the projected expenditures.

**NOW THEREFORE, BE IT RESOLVED**, that the Commissioners of Fire District No. \_\_\_\_\_ in the Township of \_\_\_\_\_, County of \_\_\_\_\_, authorized the Fire District to enter into a contract with \_\_\_\_\_ as described herein; and

**BE IT FURTHER RESOLVED** that the Business Disclosure Entity Certification and the Determination of Value be placed with this resolution.

THE COMMISSIONERS OF FIRE DISTRICT NO. \_\_\_\_  
IN THE TOWNSHIP OF \_\_\_\_\_, COUNTY OF \_\_\_\_\_

Resolution #

Authorizing Appointment of Auditor  
for the 2016-2017 Year

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WHEREAS, there exists a continuing need for certain auditing services to be provided to the Commissioners of Fire District No. \_\_\_\_ in the Township of \_\_\_\_\_, County of \_\_\_\_\_, concerning various responsibilities undertaken by said Commissioners; and,

WHEREAS, the Commissioners are desirous of making an appointment to this position as referenced above for the 2016-2017 year; and

WHEREAS, the Local Public Contracts Law, N.J.S.A. 40A:11-1 *et seq.*, provides that a governing body may award a contract without public advertising for competitive bidding where the nature of said contract is in the form of a professional service; and,

WHEREAS, the subject resolution providing for the awarding of this contract relative to professional services, and the notice of award of said contract shall be made available for public inspection; and,

WHEREAS, the Local Public Contracts Law, N.J.S.A. 40A:11-5(1)(a)(i), provides that a notice of the award of said contract be published in a newspaper, said advertisement stating the nature, duration and amount of the contract.

NOW THEREFORE, be it RESOLVED by the Commissioners of Fire District No. \_\_\_\_ in the Township of \_\_\_\_\_, County of \_\_\_\_\_, as follows:

(1) \_\_\_\_\_ is hereby appointed to provide auditing services to the Commissioners together with assistance in preparation of the 2017 budget and for establishment and maintenance of the necessary documentation consistent with the requirements and the regulations of the Department of Community Affairs and with the New Jersey statutes. This appointment is made pursuant to the proposal as submitted and attached hereto.

(2) This resolution and the notice of award of contract shall be available for public inspection.

THE COMMISSIONERS OF FIRE DISTRICT NO. \_\_\_  
IN THE TOWNSHIP OF \_\_\_\_\_, COUNTY OF \_\_\_\_\_

Resolution #

**Adoption of Cash Management Plan**

---

WHEREAS, the Local Finance Board has adopted rules and regulations which apply to municipal entities and the fire district is a municipal entity as defined in the rules and regulations as promulgated by the Local Finance Board; and,

WHEREAS, Subchapter 3, Section 5:31-3.1(a) provides that the governing body shall, by resolution passed by not less than a majority of the full membership, adopt a cash management plan, which shall include the designation of a depository, the State of New Jersey Cash Management Fund or a public depository or depositories.

NOW THEREFORE, be it RESOLVED by the Commissioners of Fire District No. \_\_\_ in the Township of \_\_\_\_\_, County of \_\_\_\_\_, as follows:

(1) This resolution shall act as a formal adoption by the Commissioners of a cash management plan, which shall allow for official depositories of the Commissioners to be The State Cash Management Fund and/or \_\_\_\_\_ and/or \_\_\_\_\_.

---

THE COMMISSIONERS OF FIRE DISTRICT NO. \_\_\_\_  
IN THE TOWNSHIP OF \_\_\_\_\_, COUNTY OF \_\_\_\_\_

Resolution #

Authorizing Regular Meeting Schedule  
for the 2016-2017 Year

---

WHEREAS, Public Law 1975, Chapter 231, Section 13, requires a public body to post and maintain posted, to distribute to designated newspapers, and to further file with the Municipal Clerk for the purpose of public inspections, a schedule of the regular meetings of such public body to be held during the calendar year; and,

WHEREAS, such schedule of regular meetings is required to contain the location of each meeting, to the extent that it is known, and the time and date of each meeting; and,

WHEREAS, Public Law 1975, Chapter 231, Section 3-D, provides that where the annual notice or revisions thereof, in compliance with sections of the subject act, set forth the location, time and date of any meeting, no further action shall be required for such meeting.

NOW THEREFORE, be it RESOLVED by the Commissioners of Fire District No. \_\_\_\_ in the Township of \_\_\_\_\_, County of \_\_\_\_\_, as follows:

(1) All regular meetings of the Commissioners shall take place on the \_\_\_\_\_ of every month at \_\_\_\_\_ p.m. with caucus meetings to be held at \_\_\_\_\_ p.m. at the \_\_\_\_\_ Firehouse, \_\_\_\_\_, \_\_\_\_\_, New Jersey.

*(List Dates of Meeting)*

(2) A summary of this resolution shall be mailed to the \_\_\_\_\_ and the \_\_\_\_\_.

(3) A summary of this resolution shall be posted and shall be maintained on the official bulletin board of the Township of \_\_\_\_\_, shall be posted on the official bulletin board of the Commissioners, and shall also be kept on file by the Municipal Clerk for purposes of public inspection.

THE COMMISSIONERS OF FIRE DISTRICT NO. \_\_  
IN THE TOWNSHIP OF \_\_\_\_\_, COUNTY OF \_\_\_\_\_

Resolution #

Designation of Official Newspapers for  
Publications for the 2016-2017 Year

---

WHEREAS, the Commissioners of Fire District No. \_\_ in the Township of \_\_\_\_\_, County of \_\_\_\_\_, must, by statutory law, publish various items in order to comply with said requirements of statutory law; and

WHEREAS, the Commissioners are desirous of designating various newspapers as official newspapers in which the Commissioners may publish its various items during the 2016-2017 year.

NOW THEREFORE, be it RESOLVED by the Commissioners of Fire District No. \_\_, in the Township of \_\_\_\_\_, County of \_\_\_\_\_, as follows:

(1) The official newspapers in which the Commissioners will publish all required notices or other items during the 2016-2017 year pursuant to New Jersey statutes shall be \_\_\_\_\_ and/or \_\_\_\_\_, unless said New Jersey statutory law otherwise mandates that a newspaper other than those as referenced herein be used for said publications.

THE COMMISSIONERS OF FIRE DISTRICT NO. \_\_\_  
IN THE TOWNSHIP OF \_\_\_\_\_, COUNTY OF \_\_\_\_\_

Resolution #

Authorizing Approval and Payment of Claims

---

WHEREAS, the Local Finance Board has adopted rules and regulations which apply to municipal entities, and the fire district is a municipal entity as defined in the rules and regulations as promulgated by the Local Finance Board; and

WHEREAS, Subchapter 4, Section 5:31-4.1(e) provides that payment of claims by the fire district shall be by check on the fire district and signed by the governing body chairman, the chief financial officer and countersigned by such other officer or officials as designated by resolution; and

WHEREAS, Subchapter 4, Section 5:31-4.2 further provides that the Commissioners, at their reorganizational meeting, designate, by resolution, the individuals whose signatures shall appear on checks drawn upon the treasury of the Commissioners; and

WHEREAS, Subchapter 4, Section 5:31-4.1(f) provides that the Commissioners shall, by resolution passed by not less than the majority of the full membership, further designate the manner in which the time in which salaries, wages or other compensation for services shall be paid.

NOW THEREFORE, be it RESOLVED by the Commissioners of Fire District No. \_\_\_, in the Township of \_\_\_\_\_, County of \_\_\_\_\_, as follows:

(1) The checks as issued by the Commissioners for payment of claims shall be signed by the President, Treasurer and countersigned by one other Commissioner in order that the Commissioners comply with the rules and regulations as promulgated by the Local Finance Board and as set forth herein.

(2) No more than one stamp facsimile shall be used on any particular check in place of a handwritten signature.

(3) The manner in which and the time in which compensation for services rendered by employees of the Commissioners shall be paid shall be in accordance with individual employment contracts. The Commissioners' salaries shall be paid as determined by the Commissioners.

THE COMMISSIONERS OF FIRE DISTRICT NO. \_\_\_\_  
IN THE TOWNSHIP OF \_\_\_\_\_, COUNTY OF \_\_\_\_\_

Resolution #

Designating Surety Bonding for Commissioners

WHEREAS, the Local Finance Board has adopted rules and regulations which apply to municipal entities, and the fire district is a municipal entity as defined in the rules and regulations as promulgated by the Local Finance Board; and

WHEREAS, Subchapter 6, Section 5:31-6.1 provides that the fire district shall, by resolution, designate employees and officials required to furnish surety bonds and determine minimum bonds for each such employee and official; and

WHEREAS, the Commissioners of Fire District No. \_\_\_\_ in the Township of \_\_\_\_\_, County of \_\_\_\_\_, deem it necessary to provide bonding for the Commissioners.

NOW THEREFORE, be it RESOLVED by the Commissioners of Fire District No. \_\_\_\_ in the Township of \_\_\_\_\_, County of \_\_\_\_\_, as follows:

- (1) All Commissioners shall be bonded in the amount of approximately \$\_\_\_\_\_.

UNITED STATES DEPARTMENT OF AGRICULTURE  
**STATEMENT OF BUDGET, INCOME AND EQUITY**

Schedule 1

Name Maurice River Township Fire District #1

Address 590 Main Street  
Leesburg, NJ 08327

(1) OPERATING INCOME	PRIOR YEAR Actual (2)	ANNUAL BUDGET BEG 01-01-2016 END 12-31-2016 (3)	For the 01-01-2016 Months Ended 02-29-2016		Actual YTD (Over) Under Budget Col. 3 - 5 = 6 (6)
			CURRENT YEAR		
			Actual Data		
			Current Quarter (4)	Year To Date (5)	
1. Taxation	152,503	158,372			158,372
2. Grant	75,366				0
3. _____					0
4. _____					0
5. Miscellaneous	576	515			515
6. Less: Allowances and Deductions					0
7. Total Operating Income (Add lines 1 through 6)	228,445	158,887	0	0	158,887
<b>OPERATING EXPENSES</b>					
8. Administrative	12,145	13,200	3,837	3,837	9,363
9. Clothing Allowance	3,000	3,000	3,000	3,000	0
10. Equipment	32,353	16,884	1,882	1,882	15,002
11. Repairs & Maint.	20,574	25,000	6,970	6,970	18,030
12. TO Gear/Supplies	69,401	305			305
13. Training	2,900	2,800			2,800
14. Utilities	11,241	12,000	1,817	1,817	10,183
15. Interest	20,300	17,800			17,800
16. Depreciation					0
17. Total Operating Expense (Add Lines 8 through 16)	171,914	90,989	17,506	17,506	73,483
18. NET OPERATING INCOME (LOSS) (Line 7 less 17)	56,531	67,898	-17,506	-17,506	85,404
<b>NONOPERATING INCOME</b>					
19. Interest	0	50	4	4	46
20. _____					0
21. Total Nonoperating Income (Add 19 and 20)	0	50	4	4	46
22. NET INCOME (LOSS) (Add lines 18 and 21)	56,531	67,948	-17,502	-17,502	85,450
23. Equity Beginning of Period	437,833	449,415			449,415
24. Bond Principal	-53,949	-56,448			-56,448
25. Reserve	9,000	11,500			11,500
26. Equity End of Period (Add lines 22 through 25)	449,415	472,415	-17,502	-17,502	489,917

Budget and Annual Report Approved by Governing Body

Quarterly Reports Certified Correct

Secretary

Date

Appropriate Official

Date

According to the Paperwork Reduction Act of 1995, no persons are required to respond to a collection of information unless it displays a valid OMB control number. The valid OMB control number for this information collection is 0575-0015 and 0572-0137. The time required to complete this information collection is estimated to average 2-1/2 hours per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information.

**SUPPLEMENTAL DATA**

The Following Data Should Be Supplied Where Applicable

Circle One

**1. ALL BORROWERS**

- a. Are deposited funds in institutions insured by the Federal Government? Yes  No
- b. Are you exempt from Federal Income Tax? Yes  No
- c. Are Local, State and Federal Taxes paid current? Yes  No
- d. Is corporate status in good standing with State? Yes  No

e. List kinds and amounts of insurance and fidelity bond: Complete Only when submitting annual budget information:

Insurance Coverage and Policy Number	Insurance Company and Address	Amount of Coverage	Expiration Date of Policy
Property Insurance			
Policy # _____	_____	_____	_____
Liability			
Policy # _____	_____	_____	_____
Fidelity			
Policy # _____	_____	_____	_____

**2. RECREATION AND GRAZING ASSOCIATION BORROWERS ONLY**

a. Number of Members

Current Quarter	Year to Date
_____	_____

**3. WATER AND/OR SEWER UTILITY BORROWERS ONLY**

- a. Water purchased or produced (CU FT - GAL)
- b. Water sold (CU FT - GAL)
- c. Treated waste (CU FT - GAL)
- d. Number of users - water
- e. Number of users - sewer

Current Quarter	Year to Date
_____ gal.	_____ gal.
_____ gal.	_____ gal.
_____ gal.	_____ gal.
_____	_____
_____	_____

**4. OTHER UTILITIES**

- a. Number of users
- b. Product purchased
- c. Product sold

_____	_____
_____	_____
_____	_____

**5. HEALTH CARE BORROWERS ONLY**

- a. Number of beds
- b. Patient days of care
- c. Percentage of occupancy
- d. Number of outpatient visits

_____	_____
_____	_____
_____ -2147483648 %	_____ -2147483648 %
_____	_____

**6. DISTRIBUTION OF ALL CASH AND INVESTMENTS\***

Indicate balances in the following accounts:

	Construction	Revenue	Debt Service	Operation & Maintenance	Reserve	All Others	Grand Total
Cash	\$ _____	\$ _____	\$ _____	\$ _____	\$ 9,000	\$ 65,061	\$ 74,061
Savings and Investments	\$ 855,070	\$ _____	\$ _____	\$ 19,328	\$ _____	\$ _____	\$ 874,398
<b>Total</b>	<b>\$ 855,070</b>	<b>\$ 0</b>	<b>\$ 0</b>	<b>\$ 19,328</b>	<b>\$ 9,000</b>	<b>\$ 65,061</b>	<b>\$ 948,459</b>

**7. AGE ACCOUNTS RECEIVABLE AS FOLLOWS:**

	Days				*Total
	0-30	31-60	61-90	91 and Older	
Dollar Values	\$ 47,657	\$ _____	\$ _____	\$ _____	\$ 47,657
Number of Accounts	1	_____	_____	_____	1

\*Totals must agree with those on Balance Sheet.

PROJECTED CASH FLOW

For the Year BEG. 01-01-2016 END. 12-31-2016  
(same as schedule 1 column 3)

A. Line 22 from Schedule 1, Column 3 NET INCOME (LOSS) ..... \$ 67,948

Add

B. Items in Operations not Requiring Cash:

1. Depreciation (line 16 schedule 1) ..... 0  
 2. Others: ..... \_\_\_\_\_

C. Cash Provided From:

1. Proceeds from Agency loan/grant ..... \_\_\_\_\_  
 2. Proceeds from others ..... \_\_\_\_\_  
 3. Increase (Decrease) in Accounts Payable, Accruals and other Current Liabilities ..... \_\_\_\_\_  
 4. Decrease (Increase) in Accounts Receivable, Inventories and  
 Other Current Assets (Exclude cash) ..... \_\_\_\_\_  
 5. Other: ..... \_\_\_\_\_  
 6. .... \_\_\_\_\_

D. Total all A, B and C Items ..... \$67,948

E. Less: Cash Extended for:

1. All Construction, Equipment and New Capital Items (loan & grant funds) ..... \$56,448  
 2. Replacement and Additions to Existing Property, Plant and Equipment ..... \_\_\_\_\_  
 3. Principal Payment Agency Loan ..... \_\_\_\_\_  
 4. Principal Payment Other Loans ..... \_\_\_\_\_  
 5. Other: ..... \_\_\_\_\_  
 6. Total E 1 through 5 ..... \$56,448

Add

F. Beginning Cash Balances ..... \_\_\_\_\_

G. Ending Cash Balances (Total of D Minus E 6 Plus F) ..... \$11,500

Item G Cash Balances Composed of:

Construction Account ..... \$ \_\_\_\_\_  
 Revenue Account ..... \_\_\_\_\_  
 Debt Payment Account ..... \_\_\_\_\_  
 O&M Account ..... \_\_\_\_\_  
 Reserve Account ..... \$11,500  
 Funded Depreciation Account ..... \_\_\_\_\_  
 Others: ..... \_\_\_\_\_

Total - Agrees with Item G ..... \$ 11,500

Form RD 442-3  
(Rev. 3-97)

**BALANCE SHEET**

Name **Maurice River Township Fire District #1**

Address **590 Main Street  
Leesburg, NJ 08327**

	02-29-2016			12-31-2015		
	Month	Day	Year	Month	Day	Year
<b>ASSETS</b>						
<u>CURRENT ASSETS</u>						
1. Cash on hand in Banks .....			\$48,600.00			\$15,061.00
2. Time deposits and short-term investments.....			\$59,004.00			\$59,000.00
3. Accounts receivable.....						\$47,657.00
4. Less: Allowance for doubtful accounts.....	(	)		(	)	
5. Inventories .....						
6. Prepayments .....						
7. ....						
8. ....						
9. Total Current Assets (Add 1 through 8)			\$107,604.00			\$121,718.00
<u>FIXED ASSETS</u>						
10. Land .....						
11. Buildings .....			\$855,070.00			\$855,070.00
12. Furniture and equipment .....			\$19,328.00			\$19,328.00
13. ....						
14. Less: Accumulated depreciation .....	(	)		(	)	
15. Net Total Fixed Assets (Add 10 through 14)			\$874,398.00			\$874,398.00
<u>OTHER ASSETS</u>						
16. ....						
17. ....						
18. Total Assets (Add 9, 15, 16 and 17)			\$982,002.00			\$996,116.00
<b>LIABILITIES AND EQUITIES</b>						
<u>CURRENT LIABILITIES</u>						
19. Accounts payable .....			\$1,925.00			\$5,107.00
20. Notes payable .....			\$47,613.00			\$47,613.00
21. Current portion of USDA note .....			\$10,168.00			\$10,168.00
22. Customer deposits .....						
23. Taxes payable .....						
24. Interest payable .....						
25. ....						
26. ....						
27. Total Current Liabilities (Add 19 through 26)			\$59,706.00			\$62,888.00
<u>LONG-TERM LIABILITIES</u>						
28. Notes payable USDA .....			\$436,709.00			\$436,709.00
29. Equipment Loan .....			\$46,282.00			\$46,282.00
30. ....						
31. Total Long-Term Liabilities (Add 28 through 30)			\$482,991.00			\$482,991.00
32. Total Liabilities (Add 27 and 31)			\$542,697.00			\$545,879.00
<u>EQUITY</u>						
33. Retained earnings .....			\$439,305.00			\$450,237.00
34. Memberships .....						
35. Total Equity (Add lines 33 and 34)			\$439,305.00			\$450,237.00
36. Total Liabilities and Equity (Add lines 32 and 35)			\$982,002.00			\$996,116.00

CERTIFIED CORRECT

Date

Appropriate Official (Signature)

According to the Paperwork Reduction Act of 1995, no persons are required to respond to a collection of information unless it displays a valid OMB control number. The valid OMB control number for this information collection is 0570-0015. The time required to complete this information is estimated to average 1 hour per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information.